

## CITY OF MCCAUSLAND BUILDING PERMIT APPLICATION

The City of McCausland has an Ordinance defining Restricted Residential zoning for the entire town. This means there shall be no uses in the district (town) except for residences, schoolhouses, churches and other similar structures, except when a permit is granted in accordance with this Ordinance by the City Council.

Accessory buildings are structures customarily used in conjunction with a dwelling such as a garage. Any other building on residential property shall not be deemed a residential accessory use if not incidental to a residential purpose, nor if it is used in conjunction with or for the business of selling goods or rendering services. (Section 3, Ordinance 19, 4/14/94)

No buildings or other structures, except residences, schoolhouses, churches and other similar structures, shall be erected, reconstructed, altered, repaired or occupied within said district without first obtaining a permit from the City Council. Permits for residences, schoolhouses, churches and other similar structures and for structures outside the restricted residence district are required and shall be issued by the Scott County Planning and Development Department if the requirements of this and other applicable city ordinances are met. For these uses, approval by the City Council is not required under this chapter. (Section 6, Ordinance 19, 4/14/94)

**SPECIAL PERMITS:** A written special permit shall be required for the erection, reconstruction, alteration or repair of any building and for its occupancy and use within the restricted residence district of this City except for buildings for residences, residential accessory use, schools, churches and church schools. The permit shall be applied for in writing, accompanied by plans and specifications sufficient to determine compliance with applicable ordinances of the City. This application shall be made to the City Clerk at least seven days before the Council meeting at which council action is taken. No permit will be granted until notice of the application has been published or the fact of the application has been set out in the published proceedings of the "Council at least four days prior to the meeting at which final action is taken to grant or deny the permit. Such permit shall require a three-fourths vote of all the members of the Council. \$10.00 fee shall accompany the application.

An application and permit shall be required for any building that is excepted by this chapter (residences, schools and churches) for the purpose of enforcement of the building code. Such application and permit shall pertain only to said building code regulations.

**Setbacks:** Minimum of 12 feet from the front property line, maximum 30 feet from the front property line. Side yard setbacks are 4 feet for residential buildings and 2' for accessory buildings. There is no rear setback at this time, however, it is anticipated that this will be changing and a 12 foot rear setback will be required. (8/11/10)

Attached are the Scott County requirements for a Building Permit.

APPLICATION FOR BUILDING PERMIT  
CITY OF McCAUSLAND

For Official Use Only Rec'd: _____ By: _____ Fee: _____
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1. Property Owner:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

2. Building Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_

3. Description of Type of Work/Building: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Size of Building: \_\_\_\_\_

5. Dimensions:  
Lot Size: \_\_\_\_\_  
Front Setback: \_\_\_\_\_ Rear Setback: \_\_\_\_\_  
Side Setback: \_\_\_\_\_ Side Setback: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant Date

Considered at City Council Meeting on \_\_\_\_\_  
(Date)

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

Vote Count: \_\_\_\_\_  
\_\_\_\_\_

## **Building Permits**

### **Building codes adopted by Scott County**

2003 IBC, IRC; the 2003 UPC; the 2005 NEC; and the 2003 UMC.

#### ***Do I need a building permit?***

Some construction does not need a building permit from this office:

- An Agriculturally-Exempt Farmer.
- Minor repairs and replacements.
- Small accessory structures less than 120 sq.feet.

The following need a permit:

#### **Building or installing:**

1. Patio, decks, or a patio cover elevated more than 30 " above grade
2. Fireplaces and chimneys
3. Garages or pole buildings
4. Ventilation, heating or air conditioning supply or exhaust
5. Swimming pool over 5,000 gallons (above or in ground)
6. Tool or storage sheds over 120 square feet
7. Fences 6 feet and over in height

#### **Adding or changing:**

1. Rooms
2. Dormers, bay windows or other wall openings
3. Water heaters or any other parts of the plumbing system
4. Furnaces, or any other parts of the heating and gas system
5. Circuits, the electrical box or any other parts of the electrical system
6. Aluminum, steel siding, wood and vinyl siding
7. Load bearing walls to a porch, or within home
8. Garage to a livable area
9. Retaining walls over 4 feet in height

#### **Replacing or Repairing:**

1. Roofing
2. Termite damage (replacing siding, framing foundations, etc)
3. Porches
4. Existing stone, brick, or concrete

#### **Demolishing:**

1. Any structure, or part of a structure, or any other changes that affect the structure of any building, even a tool shed (over 120 square feet) on your property
2. This requirement is to insure that demolished structures are disposed of properly and removed from the tax roles

#### ***How do I obtain a building permit?***

To obtain a building permit for a new house or addition to a house several items must be filed and reviewed. When the plans are submitted, there will be a \$100.00 charge to review the building and plot plans. This fee will be deducted from the building permit fee, which must be paid before a building permit is issued. In most cases, the review of the building and site plans can be completed in 3-5 days. Commercial types of construction may take longer.

When applying for a building permit, please submit the following:

1. Plot Plan. This shows the lot boundaries, proposed location of the house, septic field, and driveway; proposed distance from the house to property lines; and

location of existing easements, roads, and structures. North arrow must be indicated.

2. Legal description, such as the lot number and name of subdivision; quarter section, section and township name; or house number and street address if one has already been issued.
3. Owners and builder's names, mailing addresses, and phone numbers.
4. Two sets of building plans. In general, this will include floor plans, a side-wall cross section, size and spacing of structural members and foundation and footing plans. Window size, location, and final grade location shall be noted if no elevation plans are filed.
5. Engineered plans. These may be necessary for special construction designs. Such plans shall include the engineer's seal and signature and a statement that the plans comply with the International Construction Codes.
6. Approval and/or application for a well or a septic permit from the [Scott County Health Department](#).
7. All plans for a house or substantial improvement must be submitted with an RES check. The energy approval form through the Dept of Energy is available online at <http://www.energycodes.gov/rescheck/>
8. State Electrical License for Electrical Contractor